**PAYPAL Job Description**

The goal is to create a program that will generate journal entries and import these to Zoho.

**Documents needed:**

PAYPAL\_journals.csv

PAYPAL\_account\_transactions.csv

PAYPAL\_matching.csv

|  |  |  |
| --- | --- | --- |
| **“Type” column** | **Debit** | **Credit** |
| **General Withdrawal** | Uncategorized Revenue – Paypal | Paypal |
| **Donation payment** | Paypal  *(amount based on the Gross column)* | Income from Donations |
| Paypal Fees and Charges  *(amount based on the “Fees” column)* | Paypal |
| **Express checkout payment**  (Positive numbers only.  If amount is negative, the user will input the data manually.) | Paypal  *(amount based on the Gross column)* | Income from Donations |
| Paypal Fees and Charges  *(amount based on the “Fees” column)* | Paypal |
| General Card Withdrawal | The user will input the journal entry manually. |  |
| General Currency conversion | The user will input the journal entry manually. |  |
| General Payment | The user will input the journal entry manually. |  |
| Payment Refund | The user will input the journal entry manually. |  |
| Website Payment | The user will input the journal entry manually. |  |
| Subscription Payment | The user will input the journal entry manually. |  |

In the PAYPAL\_journals.csv file:

1. Journal Date should be the “Date” column. It should be in the format mm/dd/yyyy.
2. Reference should be “Transaction ID” column.
3. Journal Suffix shall start from number 1. A debit shall have the same number as its related credit/s. Journal number 1 should be the first transaction for the year, and the last journal number shall be the most recent transaction.
4. Notes should be the “Type” column.
5. Journal Type should state “both”
6. The currency should be “USD”.
7. Account should be based on the entries above..
8. Description should be the “”Type” column.
9. Contact name should be the “Paypal”.
10. The rest of the columns are left blank.